

Expedited Permits Available

What is an Expedited Permit?

An expedited permit is available to facilitate less complicated projects. Applicants and design professionals can meet with staff from Plans Review & Inspections and the Fire Marshal's Office to review submitted plans and receive permits on the spot at no additional cost.

Does my project qualify?

The expedited permit process is limited in scope to qualifying structures and occupancy classes, such as:

- Alterations to commercial buildings
 - Business, Mercantile, Storage, Factory and Utility occupancy classes (No restaurant or grocery/food handling uses)
 - Exterior work where no overlay district review is required (Historic Zoning, Downtown Design, etc.)
- **Plans must be prepared and stamped by a design professional registered in the State of Tennessee.**
 - **Changes in occupancy do not qualify for expedited reviews.**

How do I start?

1. Submit the plans review application for your project including all associated construction drawings by 12:00 pm on any Tuesday. The project will be evaluated to ensure the scope is appropriate for the expedited process and that it complies with all zoning regulations. The application with construction drawings may be submitted in person or emailed to: bldginspections@knoxvilletn.gov.
2. If the project meets the zoning and scope requirements, you will be contacted to schedule a meeting for the following Thursday. Plans Examiners (including the Fire Marshal's Office) will meet with you and your design professional to review your plans. The design professional can modify the plans during the meeting if needed depending on plan review comments. Once approved, the building permit may be issued.
3. If the project does not meet the requirements, you will be notified and the project must follow the standard plans review process. Construction drawings sent via e-mail will not be accepted, requiring electronic submittal (KnoxPlans) or submittal of two full sized sets of plans in order to proceed.

What do I need to participate in the Thursday meeting?

- Two (2) full sized sets of stamped plans / construction drawings
- The project design professional

On the day of the meeting:

Meet in room 511 (City County Building) for your expedited permit review. Representatives from Building Inspections and the Fire Marshal's Office will attend to evaluate the project plans, identify any deficiencies or required revisions, and once corrected, the plans can be approved, and permits can be issued the same day.